

**DISTRICT REGULAR BOARD MEETING**

Monday, April 18, 2016

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

***Minutes***

MEMBERS PRESENT: Tim Gossman, Brian Hazel, Pam Mensink, Travis Willford

MEMBERS ABSENT: Leonard Leutink.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Jake Stacken

Mensink called the meeting to order at 4:37 p.m. A quorum is present.

**I. AGENDA**

Motioned by Hazel seconded by Gossman to approve the agenda. Affirmative: Hazel, Gossman, Mensink. Opposed: none. Motion carried.

**II. TREASURER'S REPORT**

Motioned by Gossman seconded by Hazel to approve the March, 2016 Treasurer's Report, subject to audit. Affirmative: Hazel, Gossman, Mensink. Opposed: none. Motion carried.

Motioned by Hazel seconded by Gossman to approve the January-March, 2016 supervisor's vouchers. Affirmative: Hazel, Mensink, Gossman. Opposed: none. Motion carried.

**III. CONSENT AGENDA**

Motioned by Gossman seconded by Hazel to approve the following consent agenda items:

1. Secretary's Report – March 17, 2016 Regular Board Meeting Minutes
2. Secretary's Report – March 29, 2016 Special Meeting Minutes
3. Payment of Healthy Forests for Healthy Water Contract 2016-1-RP, John and Deb Bruihler, 2.9 acres, Pre-Commercial Thinning (FSI) in the amount of \$580.00
4. Payment of Conservation Practice Assistance Contract FY16-03 Mark Sikkink, Grassed Waterway, in the amount of \$1,140.00
5. Payment of Field to Stream Partnership Phase II Implementation Grant Conservation Practice Assistance Contract CC16-01, Kent Dornink, Grassed Waterway, in the amount of \$1,308.83

Affirmative: Mensink, Hazel, Gossman. Opposed: none. Motion carried.

#### **IV. REPORTS**

Willford entered the meeting at 4:43 p.m.

##### 1. Supervisor's activity report

Willford reported doing the statement opening and check review.

Hazel reported he will be doing an interview with the NRCS Soil Health Team and the Agri News. His farm was featured in one of the forage magazines.

Mensink had nothing to report.

Leutink was not present.

Gossman reported the Friends of the Root River meeting had been rescheduled due to weather. It will be at the F & M Bank on Wednesday, April 20<sup>th</sup> and will be featuring a presentation on Rivers and Dams.

##### 2. Staff reports

A written report was included in the board packets.

##### 3. Administrator's report

###### a. NRCS Conservation Client Gateway Program

This is a new website that would allow producers to access their program information. They are asking for a SWCD Supervisor to test the program. Willford volunteered.

###### b. MASWCD Legislative Briefing and Day at the Capitol

Rasmussen reported she attended the Legislative Briefing and Day at the Capitol and gave a summary of the sessions and topics that were covered which included buffers and the bonding process.

###### c. Conservation Corp Apprentice

Dylan Klein has been selected as the Conservation Corps Apprentice. Rasmussen provided his resume for board review.

###### d. Root River 1W1P update

The Policy Committee reviewed the Joint Powers Agreement. Some changes were suggested and made. The revised draft was sent out for review and additional changes will be forwarded to Rasmussen. If no additional changes are made, it will be sent out for the individual boards and county attorneys to review. Sections 4 & 5 were finalized by the Planning Work Group Committee. A final draft should be ready by the end of the month.

e. LCCMR rain simulator

The rain simulator was purchased through the LCCMR grant for education and outreach. Thomas will be the primary user, although Dan Nath, NRCS in Rochester, will also be trained in its use.

4. NRCS

No representative from NRCS was present.

5. County

No representative from the County was present.

**V. OLD BUSINESS**

1. Consider DNR Lease Agreement L-11655

The counter proposal of \$13.00 per square foot for the office space and \$5.75 per square foot for the garage area was accepted by DNR.

Motioned by Gossman seconded by Willford to approve DNR Lease Agreement L-11655 as presented. Affirmative: Mensink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

2. Consider transfer of \$5,069.26 from Nutrient Management Specialist grant to District account for Admin and expenses to close the account

Motioned by Hazel seconded by Gossman to approve the transfer of \$5,069.26 from Nutrient Management Specialists grant to District account for admin and expenses to close the account. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

3. Consider transfer of \$1,805.71 from SE MN WRAPS Nitrogen Planning Account to District account for admin and expenses to close the account

Motioned by Gossman seconded by Willford to approve the transfer of \$1,805.71 from SE MN WRAPS Nitrogen Planning Account to District account for admin and expenses to close the account. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

4. Consider purchase of six standing work stations at a cost not to exceed \$4,000.00 to be paid from Special Projects Fund

Motioned by Willford seconded by Hazel to approve the purchase of six standing work stations at a cost not to exceed \$4,000.00 to be paid from the Special Projects Fund. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

**VI. NEW BUSINESS**

1. Consider 2015 BWSR Year-end Financial Reports

Rasmussen explained the new GASB 68/71 accounting principle which requires the pension liability to be included in the total liabilities. If PERA would go under, the SWCD would be responsible for employee pensions. This reduces the net position by \$347,000.00.

Motioned by Gossman seconded by Hazel to approve the 2015 BWSR Year-end Financial Reports as presented. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

2. Consider High School Scholarship Recipient per recommendation of the Education Committee

Motioned by Hazel seconded by Willford to award the High School Scholarship to Lexie Dols, a student at Fillmore Central High School, per the recommendation of the Education Committee. Affirmative: Willford, Hazel, Gossman. Mensink. Opposed: none. Motion carried.

3. Consider transfer of \$9,066.83 from District Funds to Compensated Absences per year end calculations

Motioned by Hazel seconded by Gossman to approve the transfer of \$9,066.83 from District Funds to Compensated Absences per year end calculations. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

4. Consider approval and timing of step increase for Employee #23019 to Grade 7, Step 5 effective April 13, 2016 per recommendation of Administrator

Motioned by Willford seconded by Gossman to approve the step increase for Employee #23019 to Grade 7, Step 5 effective April 13, 2016 per the recommendation of the Administrator. Affirmative: Willford, Hazel, Gossman Mensink. Opposed: none. Motion carried.

5. Consider adoption of A Workplace Accident and Injury Reduction (AWAIR) Program of the Fillmore SWCD

Motioned by Hazel seconded by Gossman to adopt the Workplace Accident and Injury Reduction (AWAIR) Program for the Fillmore SWCD. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

6. Consider adoption of Fillmore SWCD Employee Right-to-Know Program

Motioned by Willford seconded by Gossman to approve the adoption of the Fillmore SWCD Employee Right-to-Know Program. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

7. Consider work agreement #12716 for Clean Water Fund Grant Work Order for two Conservation Corps Minnesota crew projects

Motioned by Willford seconded by Hazel to approve Work Agreement #12716 for Clean Water Fund Grant Work Order for two Conservation Corps Minnesota crew projects. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

8. Consider request to NRCS to update Technical Approval Authority for Doug Keene, Rick Grooters, Anne, Koliha, Caleb Fischer, Dean Thomas and John Boyum

Motioned by Willford seconded by Hazel to approve the NRCS request to update the Technical Approval Authority for Doug Keene, Rick Grooters, Anne Koliha, Caleb Fischer, Dean Thomas, and John Boyum. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

9. Consider approval of University of Minnesota Quick Contract for Professional Services #0001191876 for Tillage and Erosion Project research in the amount of \$5,000.00

Motioned by Gossman seconded by Hazel to approve the University of Minnesota Quick Contract for Professional Services #0001191876 for Tillage and Erosion Project research in the amount of \$5,000.00. Affirmative: Hazel, Gossman, Willford, Mensink. Opposed: none. Motion carried.

10. Discuss MASWCD resolution ideas

No action taken.

11. Consider Amendment #2 for Grant Agreement #81724, DNR Healthy Forests for Healthy Water Grant to extend end date to May 31, 2017 and increase grant amount to \$78,000.00

Motioned by Willford seconded by Gossman to approve Amendment #2 for Grant Agreement #81724, DNR Healthy Forests for Healthy Water Grant to extend the end date to May 31, 2017 and increase the grant amount to \$78,000.00. Affirmative: Hazel, Gossman, Willford, Mensink. Opposed: none. Motion carried.

12. Consider Conservation Practice Assistance Contract FY16-04 Dean Johnson, Grassed Waterway, in the amount of \$3,072.00

Motioned by Hazel seconded by Willford to approve Conservation Practice Assistance Contract FY16-04 Dean Johnson, Grassed Waterway, in the amount of \$3,072.00. Affirmative: Hazel, Gossman, Willford, Mensink. Opposed: none. Motion carried.

13. Consider District Cost Share Contract SC16-01 Nathan Serfling, Summer Build Incentive, in the amount of \$1,369.20

Motioned by Willford seconded by Hazel to approve District Cost Share Contract SC16-01 Nathan Serfling, Summer Build Incentive, in the amount of \$1,369.20. Affirmative: Hazel, Gossman, Willford, Mensink. Opposed: none. Motion carried.

**VII. ACCOUNTS PAYABLE**

Motioned by Hazel seconded by Gossman to approve the April, 2016 payables.  
Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Monday, May 2nd. It was suggested to contact Leutink to do it; otherwise, Mensink volunteered.

A thank you was received from the Land Stewardship Project for the grants they received which allowed two college students to attend the Land Ethic event at Eagle Bluff.

The Board asked Rasmussen to draft a letter expressing the disappointment in the EQIP funding delays which will be sent to all State and area senators and legislators plus Commissioner Bakke.

**VIII. ADJOURNMENT**

Motioned by Gossman seconded by Willford to adjourn the meeting. Affirmative: Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

The meeting was adjourned at 5:55 p.m.

Respectfully Submitted,

Pamela Mensink  
Chair